25 March 1981

MEMORANDUM FOR: Director of Data Processing

THROUGH   :   Executive Officer

25X1   FROM   :   [   ]
                      Chief, Management Staff, ODP

SUBJECT   :   Management Staff Weekly Report
                      for Week Ending 24 March 1981

1983 Program Plan

       The Program Plan was completed and distributed on Friday,
20 March. A misunderstanding resulted in one section,
Programmatic Information for Out-years, being based upon the net
change from the 1983 current level rather than net change from
1983 enhanced levels. This section will be revised as
25X1   requested. [   ] (ODP Only)

CLASS A Support for the Office of Finance

       The DDA Management Staff called to confirm that ODP had
programmed for 10 CLASS A terminals in both 1982 and 1983 as
stated in the OF Program. In conversations with senior managers
in Applications and Processing it was determined we did not
budget for any CLASS A terminals in 1982 or 1983 because new
terminal requirements forms were either not received or
prioritized high enough by the DDA to be included in the
terminals funded in our program. OF refers to an April 1980 memo
sent to ODP to identify OF's 1982-1984 CLASS A requirements with
an attachment from Processing agreeing to provide 11 terminals
with 1980 funds. Subsequent reprogramming action to purchase the
11 terminals was disapproved in 1980 and the DDA Management Staff
submitted this as a 1981 unfunded requirement. Currently it is
in the lowest category of unfunded actions which means DDA
funding is required.

The Processing memo, referred to above, states "All future equipment orders will be funded by OF...." The DDA Management Staff does not know of an ODP commitment to provide CLASS A terminals in 1982 and 1983 and has prepared an enhanced level for the 1983 program to support CLASS A requirements.

It appears there is some confusion within ODP as to our commitment to provide terminals for CLASS A support. It would be worthwhile to develop a coordinated position on this subject within ODP. [   ] (ODP Only)

25X1

Project Activity Report (PAR)

The February 1981 PAR was distributed to customer offices on 20 March 1981. Changes being made to the system accounting to include the new 3033MP should appear in PAR supporting reports for April.

Action has been taken to transfer the accounting of project HICHRM from ORD to OTS. This transfer should be reflected in the March PAR. [   ]

25X1

Passwords

The issuance of passwords for the Batch System to accommodate the installation of ACF-2 has been postponed for at least six weeks. The change of VM Passwords has been rescheduled to 15 April 1981. Some additional subtle problems encountered with ACF-2 must be resolved before the security package is activated. [   ]

25X1

Degausser Briefing

The Information Systems Security Group/OS arranged a briefing on a hand-held degausser that is approved by NSA for use on disks, drums and magnetic tapes. The New Jersey firm that manufactured the degausser provided one of the $550.00 magnets for temporary use by OS and ODP. Through the assistance of Operations Division/ODP, degaussing was attempted on a disk pack, magnetic tape and a floppy disk. Although the tests were inconclusive, efforts to read from the items were unsuccessful indicating the liklihood that they were properly degaussed. The magnet has the power of 4000 oersteds and does not require a power source. There does not appear to be an application for this degausser within ODP, but it could be a valuable tool to certain Agency components in emergency situations. [   ]

25X1

Security Violation

There was a security violation for an unsecured area in ☐ **25X1**
Building on 13 March. This was the second violation in the past
year charged to the ODP employee and regulations require a
25X1   written reprimand. ☐

Outstanding Advances

As of 25 March 1981, 31 advances remain outstanding, of
which, none are delinquent.   **25X1**